

OUTLINE WORK PROGRAMME FOR 2001/02

INTRODUCTION

1. Paper 2001/1 set out the proposal that the group develops (and reviews annually) a work programme. The local authority members of the Scottish Census Advisory Group requested at their last meeting that a work programme was drawn up. This paper sets out a proposed work programme for the remainder of 2001-02. The next meeting of SCAG is taking place on Wednesday 27 June and a work plan will need to be put to that meeting. **Members are invited to comment on this proposed work plan, and agree any changes which are required before submitting to SCAG on 27 June.**
2. Any work programme has to be realistic in relation to the Scottish Executive and other resources needed to deliver it. It is proposed that the group regularly reviews the work programme and priorities throughout the year as available resources may change over time. Annual review of the programme and priorities will be necessary since requirements and available sources of data are likely to change over time and methodologies will need to adapt to these changes.
3. In general the work of the group will involve the following stages (with work on some happening simultaneously):

(a) Review of the ways in which household estimates and projections are used

LA and non-LA users to be sent questionnaires to cover estimates and projections separately

(b) Assessment of the household estimates and methodology and recommendation for change, involving:

Review/ assessment of the data inputs to the current methodology. This would include confirmation of the definition of terms and description of sources of input data with assessment of quality/ reliability.

Assessment of estimates provided by current methodology against other sources of information. Other sources would include the Council Tax Base data and GROS' Population estimates.

Updating the source data and methodology to incorporate information from the 2001 Census, the Post Census Survey of Vacant Properties and other available data.

(c) Assessment of the household projections and methodology and recommendations for change, involving consideration of the following

Technical implementation of the present methodology. This would include the choice of periods over which to fit the trend curve and the mechanics for adjusting projections to fit credibility criteria.

Methods for assessing the quality/ reliability of projections. This would include identification of data sources which might be used to assess household formation rates as well as ways/ data sources which might be used to provide credibility checks (e.g. 'adult feasibility' consistency with population projections.

Possible approaches to developing/ changing the methodology. This could include a comparison with DETR's methodology and reviewing the choice of type of trend curve.

(d) Consideration of the sources of data for producing small area household estimates

4. It is unlikely, however, that all of these will be completed this year. Also, given that we intend to use the responses to the user questionnaires to assist in the direction and focus of the work of the group, it is not possible at this stage to set out a full detailed work programme for the year. However, the following timetable notes specific tasks to be done in the earlier part of the year, and flags particular milestones for later in the year.

TIMETABLE

March 2001:	Initial meeting of reconvened group
April – May 2001:	Review LA uses of household statistics: via questionnaire Renew consideration of the council tax data
June 2001:	Second meeting of the group
July-August 2001:	Take stock of responses to LA user questionnaire on estimates Review non-LA uses of household estimates – via questionnaire Review LA uses of household projections – via questionnaire Further exploration of the council tax data Begin consideration of exploration of possible sources of data for producing small area household estimates
September 2001:	Third meeting of group
Oct-Nov 2001:	Take stock of responses to non-LA user questionnaire on estimates Take stock of responses to LA user questionnaire on projections Review non-LA uses of household projections – via questionnaire
December 2001:	Fourth meeting of group Agree how 2000 estimates are to be produced Agree how 2000-based household projection are to be produced
January-February 2001:	
March 2002:	Group meets to review progress, agree work plan for 2002/03

Scottish Executive
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